

LOWER CONNECTICUT RIVER VALLEY REGIONAL PLANNING COMMISSION

MINUTES OF REGULAR MEETING

July 22, 2013

Members:

Chester: Sally Murray *
Clinton: Alan Kravitz *
Rodney Kirouac *
Cromwell:
Deep River: Bruce Edgerton *
Durham: Frank DeFelice *
Joe Pasquale *
East Haddam: Crary Brownell *
Lou Salicrup
East Hampton: Mark Philhower
Meg Wright *
Essex: Frank Hall
Alan Kerr * (7:04 p.m.)
Haddam: Stasia DeMichele *
Raul deBrigard
Killingworth: James K. O'Brien
Stephanie Warren *
Lyme: David Tiffany
Phyllis Ross
Middlefield: Robert Johnson
Middletown: Beth Emery
Molly Salafia
Old Lyme: Steven Ross *
Harold Thompson
Old Saybrook: Dr. Cathryn Flanagan *
Karen Jo Marcolini *
Portland: Betty Jenak
Michael Woronoff
Westbrook: Bill Neale *
Marie Farrell * (7:05 p.m.)

Others Present:

Aaron Manor Administrator Shaun Savoie

Staff Present:

Jean Davies
Judy Snyder
Torrance Downes
Jeremy DeCarli

* Members Present

CALL TO ORDER

Chairman DeFelice called the meeting to order at 7:02 p.m.

ROLL CALL

The members introduced themselves and attendance was taken.

SEATING OF ALTERNATES

Alternate Meg Wright was seated for East Hampton member Mark Philhower and Alternate Stephanie Warren was seated for Killingworth member James O'Brien.

AMENDMENTS TO AGENDA

The agenda was amended to include "approval of June 11, 2013 minutes" and Stephanie Warren asked for the addition of comments from the First Selectman of Killingworth be addressed under miscellaneous.

APPROVE THE AGENDA

Upon motion of Alan Kravitz, seconded by Rodney Kirouac, it was unanimously voted to approve the agenda as amended.

PUBLIC SESSION

There was no one from the public to speak at this time.

REFERRALS

Torrance Downes explained the "Role of Regional Planning Organizations in Intermunicipal Referrals" (attachment #1) as stated in the *Connecticut General Statutes*, Section 8-3b governing local zoning commissions, Section 8-26b governing municipal line subdivisions, and Section 8-23(G)(4) governing municipal plan of conservation and developments.

- a. Petitioner: Global Portland LLC, Portland, Request to rezone a riverfront parcel from B-1 to B-2

Torrance Downes presented the Portland referral showing maps of the area for the proposed change of zone from B1 to B2. The proposed zone change borders the Connecticut River and abuts the City of Middletown property which is zoned River Front Recreation Zone and Industrial. The Commission determined that this change will have no impact on the abutting City of Middletown.

Upon motion of Sally Murray, seconded by Bill Neale, it was unanimously voted to approve the minimal intermunicipal impact as presented.

- b. Petitioner: NERP Holdings and Acquisition Company, Old Saybrook, Request to revise regulations regarding the height of parking lot lighting fixtures

Torrance Downes presented the referral from Old Saybrook which requests to revise the height requirements for parking lot light poles from 14' to 20' maximum. The members discussed buffering and the possible impact on neighboring towns. Frank DeFelice stated the LED lighting is available in many different colors and with shields for directing the light.

Upon motion of Steven Ross, seconded by Alan Kravitz, it was unanimously voted to approve and recommend to the town of Old Saybrook that the standards to accomplish this be by special exception not a waiver.

- c. Petitioner: Aaron Manor Nursing and Rehabilitation Center, Chester, Modify the Chester Plan of Conservation & Development to reflect changes in the Chester Sanitary Sewer System

Torrance Downes presented the referral request to modify the Chester Plan of Conservation and Development that would allow the Aaron Manor Nursing and Rehabilitation Center to connect to the Deep River Sewer Treatment Plant. Presently Chester is able to send up to 60,000 gallons per day of effluent to the Deep River facility.

At this time Aaron Manor has its own septic system for the facility. The sewage facility is in need of upgrading and with this proposal work will expand their overall septic capacity. Shaun Savoie, Administrator for Aaron Manor stated that an expanded system would have to cross wetlands and would first have to be approved by the town's IW agency. The Center has spoken to the town of Chester however they have not spoken to the health department in Deep River.

The State Plan of Conservation and Development states that the focus is to preserve existing low density land and not to increase the density in the area of Aaron Manor. If this proposed activity is not consistent with the State plan the town could jeopardize future funding from the State by approval of the subject PoCD petition. It was suggested that OPM be asked if this would be considered consistent with the plan.

Sally Murray stated that this issue has not come before the Planning and Zoning Commission, but is scheduled to be on the agenda at next month's meeting. She stated that the Aaron Manor Rehab Center was approved by a special exception.

Frank DeFelice asked if this issue could be tabled until the next meeting. Jean Davies stated that the Commission does not vote for or against the application, that this is only a statutory requirement that the Commission can either agree or not agree that the proposal is consistent with the plan of conservation and development for the town, for surrounding towns and the State PoCD. Members read the draft letter and Mr. Kirouac suggested the staff revise letter and contact OPM for their opinion.

Upon motion of Bruce Edgerton, seconded by Stephanie Warren, it was unanimously voted to accept the letter with the modifications by our senior staff planner and independently we will pursue getting the information also from OPM.

Mr. Downes will up-date the letter to incorporate comments.

REGIONAL PLAN OF CONSERVATION AND DEVELOPMENT ACTIVITIES

a. Regional Development Strategies

Jean Davies showed maps of the towns with major roadways and utilities lines.

b. Regional Strategies related to Energy & Utilities

Frank DeFelice stated that the map presentation would help everyone get an idea of what kind of data is available and how the towns can be analyzed for common interests.

c. Regional Conservation Strategies

Jean Davies stated that the RPC members can coordinate with town commissions to gather information. Ms. Davies offered River COG staff to help with sharing plan information at town planning and zoning commission meetings and to make a presentation. The River COG can also help individual towns with their plans. Stephanie Warren stated that she is interested in recycling and sharing of services for the towns. Ms. Davies said she has recently completed a study of animal control shelters in the region.

d. Structure PoCD

Jean Davies distributed "LCRVCOG PoCD Structure" guide (attachment #2) and explained the different ways the plan could be approached. It will be up to the members to decide how they want to compile and structure the information for the various sections. The amount of time needed for a consultant and/or staff at the River COG all depends on the amount of detail and involvement the members want and how much they individually want to participate.

e. Workshops, Public Outreach

Jean Davies told the members that workshops are strongly recommended at various stages of the plan's development. She also noted that the plan is more interesting with the commission's creative involvement. Members that are interested in certain areas can write an article or submit photos that can be incorporated into the plan. Ms. Davies stated that outside experts in certain areas will be able to provide specialized information in certain areas such as demographics. Mr. DeFelice reminded members that the worksheet "Regional Plan of Conservation and Development 2015-2025" should be filled in with ideas for each of the towns. Cathryn Flanagan asked how public outreach will be addressed. Ms. Davies stated that through the website there will be a regional plan page for comments and town meetings.

MISCELLANEOUS: LOCAL PLANS, COG PROGRAM UPDATE, WEBSITE, OTHER

Jean Davies said that Judy Snyder has collected the Plans of Conservation and Development from each of the towns and that these documents will be available on the website.

Jean Davies said that the website is coming along. Torrance Downes has been working on it. She also noted that he is doing an excellent job and the website should be up soon.

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Frank DeFelice distributed articles for interested members. The articles were: "Dirt Works, First Incubator Farm in the State Launches", "Cohousing Directory – Community View – Julian Woods Community" and ""Regenerating American's Legacy Cities". Copies can be obtained by contacting Judy Snyder and links to these articles will be on the regional plan page.

APPROVAL OF JUNE 11, 2013 MINUTES

Frank DeFelice asked for approval of the July 11, 2013 minutes. Stasia DeMichele made a correction on page 5 "rail line" should be changed to "Rails to Trails" and Alan Kravitz corrected "explored" to "exploded".

Upon motion of Steven Ross, seconded by Crary Bownell, it was voted to approve the LCRVRPC minutes of the June 11, 2013 meeting.

Sally Murray abstained from voting.

ADJOURNMENT

Upon motion of Cathryn Flanagan, seconded by Meg Wright, it was unanimously voted to adjourn the meeting at 9:06 p.m.

Respectfully submitted,

Judith Snyder
Recording Secretary

Role of Regional Planning Organization in Intermunicipal Referrals

1. Review of Proposed Zoning Map or Zoning Regulation Changes

Section 8-3b governing Local Zoning Commissions

When the zoning commission of any municipality proposes to establish or change a zone or any regulation affecting the use of a zone any portion of which is within five hundred feet of the boundary of another municipality located within the area of operation of a regional planning agency, the zoning commission shall give written notice of its proposal to each regional planning agency for the region or regions in which it and the other municipality are located. Such notice shall be made by certified mail, return receipt requested, or by electronic mail to the electronic mail address designated by the regional planning agency on the agency's Internet web site for receipt of such notice, not later than thirty days before the public hearing to be held in relation thereto. If such notice is sent by electronic mail and the zoning commission does not receive an electronic mail message from a regional planning agency confirming receipt of such notice, then not later than twenty-five days before the public hearing, the zoning commission shall also send such notice by certified mail, return receipt requested, to such planning agency. **The regional planning agency shall study such proposal and shall report its findings and recommendations thereon to the zoning commission at or before the hearing, and such report shall be made a part of the record of such hearing. The report of any regional planning agency of any region that is contiguous to Long Island Sound shall include findings and recommendations on the environmental impact of the proposal on the ecosystem and habitat of Long Island Sound.** If such report of the regional planning agency is not submitted at or before the hearing, it shall be presumed that such agency does not disapprove of the proposal. A regional planning agency receiving such a notice may transmit such notice to the Secretary of the Office of Policy and Management or his designee for comment. The planning agency may designate its executive committee to act for it under this section or may establish a subcommittee for the purpose. The report of said planning agency shall be purely advisory.

2. Review of Municipal Line Subdivisions

Section 8-26b governing Municipal Line Subdivisions

Whenever a subdivision of land is planned, **the area of which will abut or include land in two or more municipalities one or both of which are within a region or regions having a regional planning agency or agencies**, the planning commission, where one exists, of each such municipality shall, before approving the plan, **give written notice of such subdivision plan to each regional planning agency for the region or regions in which it and the other municipality are located.** Such notice shall be made by certified mail, return receipt requested, or by electronic mail to the electronic mail address designated by the regional planning agency on the agency's Internet web site for receipt of such notice, not later than thirty days before the public hearing to be held in relation thereto. If such notice is sent by electronic mail and the planning commission does not receive an electronic mail message from a regional planning agency confirming receipt of such notice, then not later than twenty-five days before the public hearing, the planning commission shall also send such notice by certified mail, return receipt requested, to such planning agency. **A regional planning agency receiving such notice shall, at or before the hearing report to (1) and (2) each such planning commission and (3) to the proponent of such subdivision on its findings on the intermunicipal aspects of the proposed subdivision, including street layout, storm drainage, sewer and water service and such other matters as it considers appropriate.** If such report of a regional planning agency is not submitted, at or before the hearing, it shall be presumed that such agency does not disapprove of the proposed subdivision. A regional planning agency may designate its executive committee to act for it under this section or it may establish a subcommittee for the purpose. The report of such regional planning agency shall be purely advisory.

3. Review of Local Plan of Conservation & Development

Section 8-23(G)(4) governing Municipal Plans of Conservation & Development

At least sixty-five days prior to the public hearing on adoption, the commission shall submit a copy of such plan or part thereof or amendment thereto to the regional planning agency for review and comment. The regional planning agency shall submit an advisory report along with its comments to the commission at or before the hearing. Such comments shall include a finding on the consistency of the plan with (A) the regional plan of conservation and development, adopted under section 8-35a, (B) the state plan of conservation and development, adopted pursuant to chapter 297, and (C) the plans of conservation and development of other municipalities in the area of operation of the regional planning agency. The commission may render a decision on the plan without the report of the regional planning agency.

LCRVCOG POCD STRUCTURE

Outreach:

Workshops??

- Where – Split into north south east and west to get maximum input from public (host P&Z)
- All Day -1/2 Day?
- Food (Businesses Sponsor Food???)
- Interactive or Presentation with ability to anonymously record responses
- Other ideas??

Title: (Plenty of time to think about this)

SUBTITLE: Example: "A Compilation of Transitions, Trends and Trailblazing "
???? other ideas or no subtitle

Section A - Articles on Existing Conditions/ Trends

1. Responsible Growth and Intergovernmental Cooperation

State Plan of Conservation and Development (six growth policies)

Managed Growth – Planning in Connecticut

State News/Trends/Issues

“property tax, regional boundaries and function, incentive housing, transform CT (transportation) open space, economics, etc)

Purpose/Legal Requirements for Plan of C&D

Trends in Land Use Law

2. History of the Region: Leading Connecticut into a new regional paradigm? How we got here?.... Is there a role for planning?

3. Overview of Region's Towns –

Individual Outreach to each Town's P&ZC/ or PC and ZC

4. Demographic Patterns

Forecasting Population and Housing Trends

Forecasting Economic Trends/Education/Workforce/Mobility

5. Transitional Planning - Regional Role in Larger Issues/Trends

Energy (shortage, price, conservation, alternatives)
Water and Waste Management
Communications
Community Conservation
Mobility
Tax Structure
Emergency Preparedness
Environmental Planning
Food Markets/Distribution/Supply/ Agriculture

WORKSHOP – Presentation of Findings

SECTION B - Moving Forward – Recommendations based on Demographics and Profile from Transitional Planning Findings

WORKSHOP – Presentation of Recommendations and Feedback on How to Implement

SECTION C - Putting the Puzzle Together /Implementation

Natural Resource Protection

Integrated Transportation and Land Use

Housing

Economic Development/Tourism/Eco Development

Arts and Culture

Facilities and Utilities

Role of Local Government (?)

Education

Health Care - public and private partners – hospitals –ambulances - flu clinics

Community Participation and Volunteerism

Zoning (status, updates needed, how soon)

Capital Improvements

Emergency Management

PLAN SUPPORT GRAPHICS/ MAPS/ FILLERS

To be determined

Add in Articles to Make the Plan Even More Readable

Snapshot of the Region's city -
Snapshot of the Region's smallest town -
Spaces between Places
Remembering the Past – Nostalgia articles
Historical Context
Innovation – industry – ideas – public service – non profit
Rockfall
Middlesex Chamber of Commerce
Middlesex Community College – Wesleyan
Middletown's Waterfront Project

Special Pages

Transit Districts (history, routes, future)
Gateway Commission (history, standards)
Regional Health District
Emergency Managers Association
Senior Centers
Tourism District
Etc.

WORKSHOP FOR DRAFT RPOCD

Revisions and Final Draft for Public Hearing